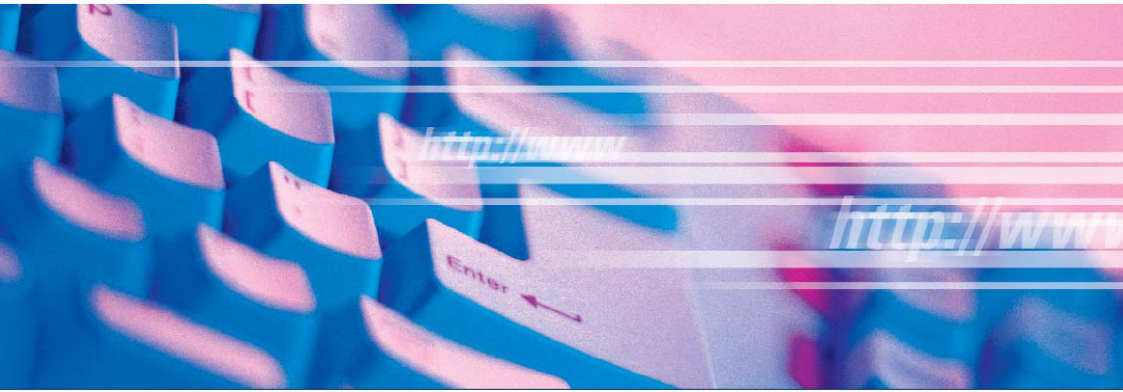


# Parts Stock Control L2 - Rev 8 (PSC8)



CREATING YOUR BUSINESS ADVANTAGE



## Training Course Overview

### Course Objectives:

This course will provide attendees with a good understanding of how to create and maintain stock records. They will acquire the ability to generate, create, edit, submit, receive and verify orders. In addition attendees will obtain the knowledge of how to use standard stock and purchase control reports

### Who should attend?

Parts Managers and personnel who are responsible for control and/or purchasing of Parts Stock.

### Prerequisites

Attendees must have keyboard skills and an understanding of the principles of parts stock control.

### Programme

- Module introduction
- Pre-live considerations
- Stock record introduction
- Creation, amendment and maintenance or records
- Stock profile
- Purchase order creation and submission
- Purchase order receipt and verification
- Interface with Manufacturer Systems
- Interface with Point of Sale
- Reports and Enquiries

### Duration

2 Days

Please visit our website or call the ADP Training department on 01635 214460 for further information or to book your place on the next available course.

[www.adpsi.com](http://www.adpsi.com)